



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Agenda

Thursday, October 15, 2015

6:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Park Commissioners** of the City of De Pere will be held on **October 15, 2015 at 6:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Action Items

1. Approve Board of Park Commissioners Meeting Minutes 8-31-15.
2. Approve request from Dog Park Committee to fund improvements to Dog Park.*
3. Approve Braisher Park for site of Urban Orchard.
4. Approval to accept a Project Proposal to build informational signs for Voyageur Park by an Eagle Scout.*
5. Approve addition to wage scale for WIAA Basketball officials.*
6. Review and Approve Brown County Ice Time Management Report
7. Review and Approve 2015 Community Center 3rd Quarter Report
8. Approval to apply for NRDA Grants.*
9. Approve lease amendment for Humana Sports Park.*

III. Public Comment Period

IV. Future Agenda Items

V. Staff Updates

1. Budget
2. Jim Martin Park Update

VI. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Committee Members
Alderspersons
Mayor Michael J. Walsh
Larry Delo, City Administrator

De Pere Youth Hockey
Tod Maki, De Pere Select Soccer
Shana Defnet, City Clerk
City Hall 1st and 2nd Floor

Judy Schmidt-Lehman, City Attorney
Allyson Watson, Definitely De Pere
Marty Kosobucki
John Zegers, WDP High School District
De Pere Rapides Soccer
Joel Mommaerts, Eagle Scout
Don Chilson, De Pere Ice Arena

De Pere Area Chamber of Commerce
Brown County Library De Pere
TV & Radio Stations
Ben Villaruel, Unified School District
De Pere Baseball
Humana
John Barnstorff, De Pere Dog Park

Notice is hereby given that a majority of the Members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they may have decision making responsibility.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve Board of Park Commissioners Meeting Minutes 8-31-15.

ATTACHMENTS:

- Draft Minutes 8-31-15 (PDF)



Board of Park Commissioners

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, August 31, 2015
7:30 PM
De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Board Member Bill Volpano

Attendee Name	Title	Status	Arrived
Sue Schinkten	Board Member	Present	
Bill Volpano	Board Member	Present	
George Brown	Board Member	Excused	
Michael Donovan	Aldersperson	Present	
Rod Kowalczyk	Board Member	Present	
Larry Lueck	Aldersperson	Present	
Lisa Rafferty	Aldersperson	Present	

II. Action Items

1. Review and approve proposed 2016 Budget.

Marty Kosobucki reviewed the budget with Board Members and took questions from the members. Marty explained any changes would be taken to the budget workshop.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Aldersperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Schinkten, Volpano, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED:	George Brown

2. Approve Board of Park Commissioners Meeting Minutes from 7-16-15.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Schinkten, Board Member
SECONDER:	Michael Donovan, Aldersperson
AYES:	Schinkten, Volpano, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED:	George Brown

3. Approval to accept a \$260 donation from De Pere Area Men's Club to Recreation Scholarship Program.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Aldersperson
SECONDER:	Sue Schinkten, Board Member
AYES:	Schinkten, Volpano, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED:	George Brown

4. Consider lease extension with Humana for sports park.*

Sue Schinkten made a motion to go into closed session at 8:00 pm, Mike Donovan seconded the motion.

Sue Schinkten made a motion to come out of closed session at 8:30 pm, Mike Donovan seconded the motion.

Attachment: Draft Minutes 8-31-15 (4031 : Approve Board of Park Commissioners Meeting Minutes 8-31-15.)

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Bill Volpano, Board Member
AYES:	Schinkten, Volpano, Donovan, Kowalczyk, Lueck, Rafferty
EXCUSED:	George Brown

PLEASE TAKE NOTICE THAT, pursuant to Wis. Stats. §19.85(1)(e), the Board may convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

III. Public Comment Period

None

IV. Future Agenda Items

None

V. Staff Updates

1. Introduction of Recreation Supervisor

Paula Rahn introduced the new Recreation Supervisor Jenny Hammes to the Park Board. Jenny comes to the City from the Village of Allouez.

2. Community Center Parking Lot

Marty Kosobucki reported the parking lot at the Community Center is done.

3. Jim Martin Park

Marty Kosobucki reported the playground has been installed and the sidewalk is set for September 8th and the resurfacing after that date.

VI. Adjournment

Bill Volpano made a motion to adjourn the meeting at 8:31 pm, seconded by Sue Schinkten.

Respectfully submitted,
Debbie Zierson

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

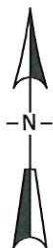
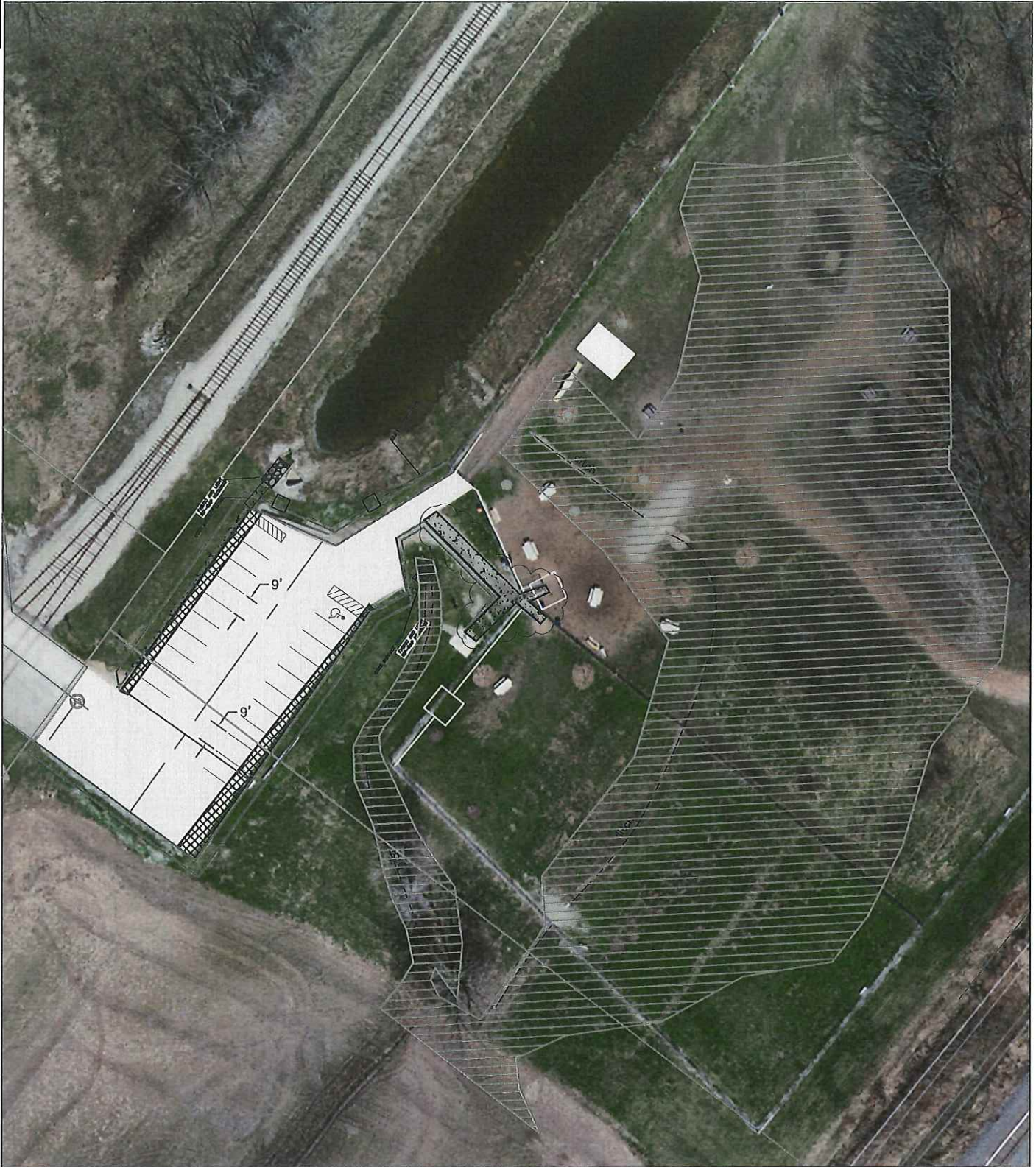
MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

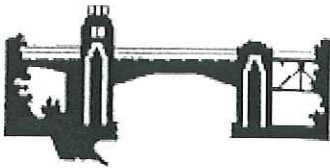
FROM: Marty Kosobucki

SUBJECT: Approve request from Dog Park Committee to fund improvements to Dog Park.*

The Dog Park Committee is requesting to use funds they assisted in raising for the purpose of constructing an open shelter inside the Dog Park. I have included a summary that assists in describing the entire project and variables.



ENGINEERING DIVISION 925 S. SIXTH ST DE PERE, WI 54115 OFFICE 920-339-4061 FAX 920-339-4071	FIGURE	EXHIBIT 1
	TITLE	
	PROJECT: DOG PARK PLANNING	
	DATE:	9/2015
	BY:	SRL
	CHECKED:	



Memorandum

To: Board of Park Commissioners

From: Marty J. Kosobucki, Director of Parks, Recreation and Forestry

Re: Request to use Dog Park Funds

Date: October 15, 2015

The Dog Park Committee is requesting to use funds from the Dog Park Fund, to install/construct an open shelter at the Dog Park. Currently, the Dog Park Fund has a balance of \$14,000 - \$17,000 (we are currently verifying). The balance of the funds would come from the Dog Park Committee and their external fundraising efforts. I have included a summary including project budget and specifics.

Project Budget:

Shelter Cost	\$ 9,000
Shelter Concrete slab	\$ 3,000
Accessible Path	\$ 4,125
Contingency (10%)	<u>\$ 1,612</u>
Total	\$17,737
Alternate expense (paved access path)	<u>\$ 1,000</u>
Total with Alternate	\$18,737

Shelter Specifics:

Shelter - The shelter shall be 10'x16' in size and shall be an "all steel" shelter. Staff has recommended this type of shelter for maintenance and longevity purposes. Simply stated, we will not have to do much with this shelter once its constructed for many years. I have included a sample picture below of the type of shelter being considered.



12x16 pictured



15x15 pictured

Concrete Slab – The slab must be 4” in depth, with 6” footings by the posts to support the structure. In addition, the slab is recommended to be 2’ outside the span of the roof to accommodate the drip line of the shelter.

Shelter location – The location of the shelter is strategically placed to not impact any wetlands. If you were to review the included map, you will see the shelter is out of any designated wetland.

Accessible Path – Staff recommends pouring a concrete sidewalk to the shelter in an effort to minimize erosion and staff maintenance. An alternate option is to extend the access road into the dog park all the way to the shelter, then have a sidewalk connect to the access path. This would cost about an additional \$1,000. Either option does not cross or impact any wetlands.

Wetland concerns:

The City went through a lengthy process to rectify wetland concerns at the Dog Park Site. We received a permit allowing the removal of some wetlands, of which most of these wetlands were located where the current parking lot sits. During the process we were informed from the WDNR it is likely no further wetland removal will be allowed. This will limit our design options, however we are able to locate a shelter and provide access to the shelter without impacting or crossing wetlands.

Timeline:

Park Board Review and approval – October

City Council Review and approval – November 3

Installation of concrete – November

Shelter acquisition – November/December

Shelter construction – December – February (as weather permits)

Staff Recommendation:

Approve funding from Dog Park Fund to construct open shelter as described and approve donation from Dog Park Committee to cover the balance of the project.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve Braisher Park for site of Urban Orchard.

We have received a request from our City Health Department Director, and a committee she is working with, to convert part of Braisher Park into an urban orchard. An urban orchard is a location that grows fruit trees, in which the crops are available for the public. I have also included an aerial map showing the proposed location.

At this point, I do not see any concerns other than possibly the neighborhood having an issue with the change in use of park.

ATTACHMENTS:

- Park Board Memo (DOCX)
- 20151008085054078 (PDF)

MEMO

TO: PARK BOARD MEMBERS

FROM: CHRYSTAL WOLLER, HEALTH OFFICER/DIRECTOR

SUBJECT: URBAN ORCHARDS

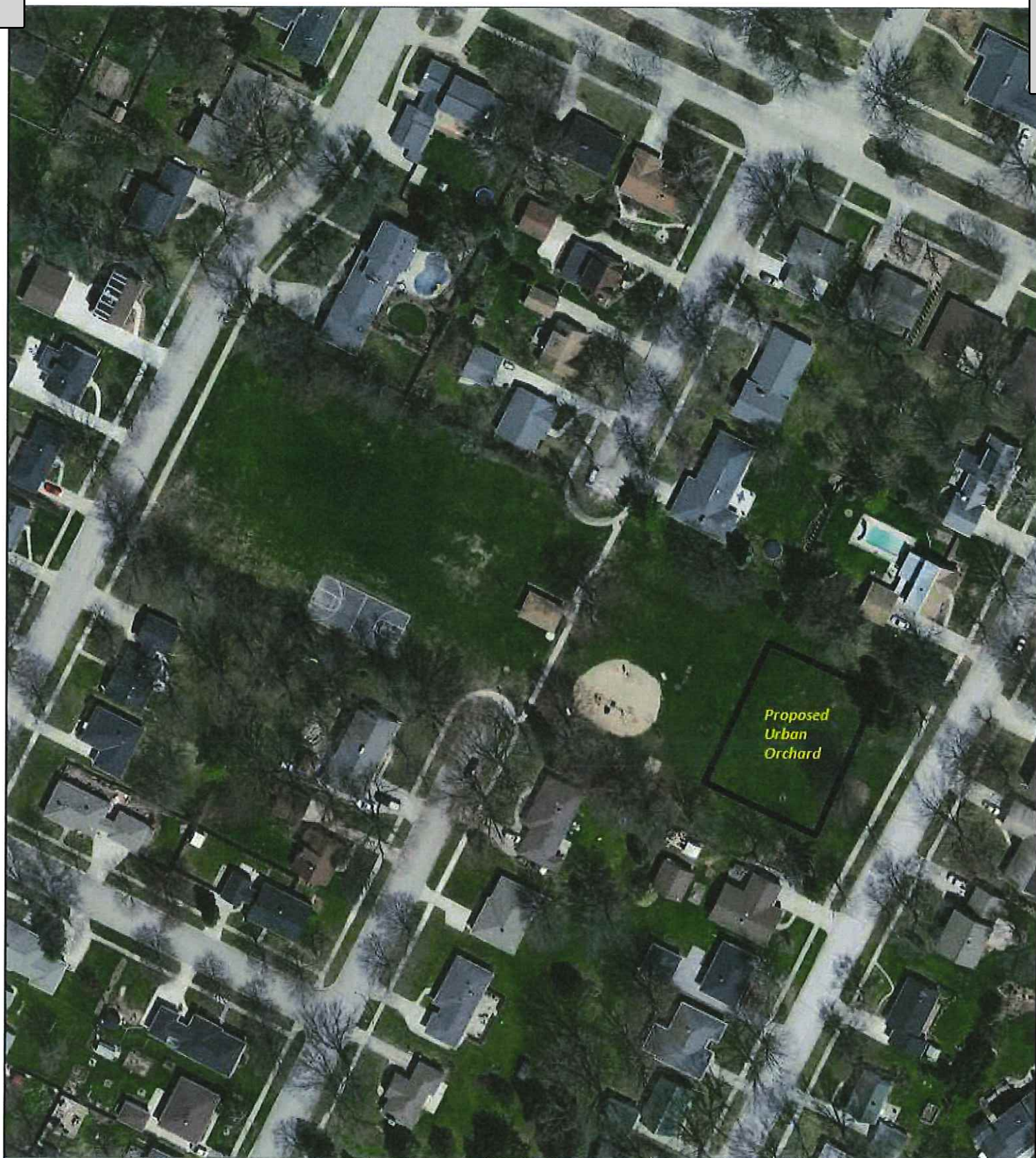
DATE: OCTOBER 1, 2015

Since June of 2015, a team comprised of interested city staff, the Mayor and two council members have been discussing opportunities to implement an urban orchard pilot project. The proposed project is intended to plant and maintain at least 2 urban orchards yielding at least 12 fruit trees in each orchard by the Spring of 2016.

The team weighed the pros and cons for multiple city-owned and non-city owned property locations. After much discussion, the team decided that the project should move forward with one city-owned property and one non-city owned property. It was determined that Braisher Park would be the preferred location for the city-owned property. Funding for the project is projected to come from grant funding and in-kind staff time.

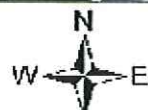
The direct costs for this project are subject to available grant funding in which both the Health Department and Forestry Department are pursuing. The team wanted to bring this location/project proposal to the Park Board for review and approval before moving forward with any additional planning efforts.

Attachment: Park Board Memo (4028 : Approve Braisher Park for site of Urban Orchard.)



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising this map.

Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010



10/06/2015
Scale 1:1200

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

SUBJECT: Approval to accept a Project Proposal to build informational signs for Voyageur Park by an Eagle Scout.*

Issue: This memo is to seek the Board of Park Commissioner's approval for the De Pere Parks, Recreation and Forestry Department to accept a Project Proposal from an Eagle Scout to build informational signs for Voyageur Park.

Summary: The Eagle Scout Service Project Proposal from Scout Joel Mommaerts details plans to fund raise and acquire materials to build and install recycled plastic informational signs at Voyageur Park. The approximate value of the donation may be \$1200. I have spoken to Joel and he will be recruiting volunteers to help him in his quest. He is specifically looking to build between one to three signs for the park. These signs will be used to mainly inform fisherman of river and fishing facts.

Thank you for your consideration in this matter. If you have any questions, concerns or comments, please do not hesitate to contact me.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve addition to wage scale for WIAA Basketball officials.*

Staff is proposing and seeking approval to add a Non-Classified wage rate of \$22.00 per game for WIAA certified basketball officials. Currently we are facing an extreme shortage of officials and have found through our research that WIAA certified officials are being paid \$22-\$40 per game. At \$22.00 per game we will be able to cost recover all league expenses. With this new wage rate we are hoping to attract a different market of officials in order to fully staff our adult basketball league program. Currently our wage rate for adult basketball officials is \$18.75 per game and there is no certification requirement.

Due to the timing of the league we have placed the item on the October 13, Finance/Personnel Committee meeting for approval.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Review and Approve Brown County Ice Time Management Report

ATTACHMENTS:

- 20151008074641699 (PDF)

Brown County Ice Management Report**10/5/15****As of October 15, 2015****Financial Reports Attached:**

Ice is back in at DePere as of October 1. Over the course of the summer we did a few more improvements to the building. All the beams have been re painted, locker rooms and other public areas have a fresh coat of paint. We had a few electrical issues in getting restarted but we were able to keep things on schedule to open October 1. Currently DePere Youth Hockey is doing volunteer work on the landscaping out front, and we have refinished all the hard floors over the summer.

Not a great deal to report, since the rink was closed for the summer, attached is the current financial report for the DePere Ice Arena.

Respectfully submitted,

Don Chilson, Manager

Brown County Ice Management.

	Jun 1 - Oct 6, 15
Ordinary Income/Expense	
Income	
4007a · Non Contracted Ice	56.00
Total Income	56.00
Expense	
5000 · Building Expense	
5000a · Repairs and Maintenance	1,540.51
5004 · Service Contracts	2,552.74
5005 · Zamboni	147.33
5000 · Building Expense - Other	130.58
Total 5000 · Building Expense	4,371.16
5001 · Insurance Expense	4,800.00
5300 · Office Expense	
5300a · Bank Service Charges	29.85
5300f · Telephone Expense	781.48
5300 · Office Expense - Other	452.07
Total 5300 · Office Expense	1,263.40
5400 · Payroll	
5400a · FICA Employer	775.85
5400c · Medicare Expense	187.58
5400d · Regular Earnings	650.00
5400e · Salaries	11,864.70
5400g · Payroll Processing Fees	225.00
Total 5400 · Payroll	13,703.13
5600 · Utilities	10,497.67
5700 · Vending Expense	449.04
6000 · Depreciation Expense	1,580.00
Total Expense	36,664.40
Net Ordinary Income	-36,608.40
	-36,608.40

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Review and Approve 2015 Community Center 3rd Quarter Report

Please find attached the 2015 Community Center 3rd Quarter Report for review and approval. Thank you.

ATTACHMENTS:

- 3rd.quarter (XLSX)
- 2015 3rd Quarter (DOC)

FACILITY USAGE

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
Paid Rentals	23	20	24	21	20	25	20	26	17			
Non-Paid Rentals	20	20	29	22	29	12	14	13	21			
Recreation Programs	177	239	251	219	163	156	180	155	203			
<i>(includes P&R, CC)</i>												
Total Room Use	220	279	304	262	212	193	214	194	241	0	0	0
Percentage Used	142%	199%	196%	175%	137%	129%	138%	125%	161%	0%	0%	0%
<i>(percents over 100 reflect rooms rented more than once on a given day)</i>												
Rental Revenue	\$2,769.36	\$2,461.36	\$2,929.20	\$2,711.52	\$2,793.36	\$3,780.52	\$3,054.36	\$3,989.36	\$3,042.24			
Program Revenue	\$9,827.30	\$25,603.75	\$23,302.16	\$32,585.14	\$23,189.05	\$19,163.77	\$23,328.71	\$18,267.11	\$10,359.67			
Contractual Revenue	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00	\$215.00			
<i>(County Rent)</i>												
Equipment/Storage & Miscellaneous Revenue	\$158.84	\$93.82	\$64.82	\$98.02	\$64.82	\$64.82	\$109.55	\$137.07	\$64.82			
TOTAL REVENUE	\$12,970.50	\$28,373.93	\$26,511.18	\$35,609.68	\$26,262.23	\$23,224.11	\$26,707.62	\$22,608.54	\$13,681.73	\$0.00	\$0.00	\$0.00

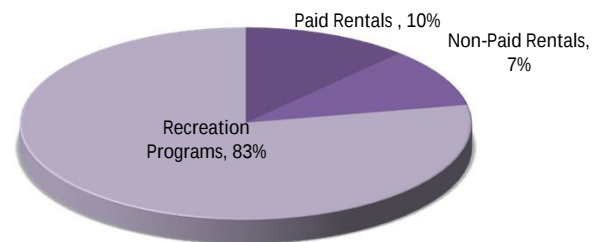
2015 TOTAL REVENUE (to date)

\$215,949.52

3rd Quarter 2015 - Individual Room Usage

ROOM	Program Usage	Rental Usage
Pine Room	129	24
Oak Room	7	38
Hickory Room	101	15
Spruce Room	218	17
Maple Room	6	17
Lounge	77	N/A
Total Usage	538	111

3rd Quarter 2015 Facility Usage



This year's 3rd quarter totaled \$62,997.89, which is down slightly from last year's 3rd quarter. While we experienced an increase in rental revenue we saw a slight decline in the program revenue. Total revenue for the 3rd quarter breaks down as follows: \$10,085.96 (\$9,792.59 last year) in rental revenue; \$51,955.49 (\$54,245.03 last year) in program revenue; \$956.44 (\$962.65 last year) in contractual, equipment/storage & miscellaneous revenue. Overall, total revenue to date is \$2,190.12 behind last year at this time. This quarter brought in a total of 111 paid rentals which ranks lower compared to the 3rd quarter of last year (138); an increase in fees could be a contributing factor. The Oak & Pine Rms. were the most widely utilized rooms for paid rentals. The Spruce Rm. (218) ranked highest in program usage with the Pine Rm. coming in second (129).

Paid Rentals	10%	4%
Non	7%	2%
	83%	28%
	100%	



City of De Pere

600 Grant St.
DePere, WI 54115-1199
Phone: 920-339-2471
Fax: 920-339-6348

Paula Rahn
Community Center Manager
prahn@mail.de-pere.org
www.de-pere.org

2015 Community Center 3rd Quarter Report

- Wrapped up summer recreation classes, playground program, summer day camp & held some special events. Special events included three Ice Cream Socials, Youth Night Swims, Super Summer Reading Program at two parks in cooperation with teachers from Dickinson & Susie Altmayer schools, Summer Carnival and a Senior Citizen's Picnic. We sold 159 tickets to this year's Senior Citizen's Picnic, which was held on August 29th.
- Numerous workshops and clinics were held in July & August with good numbers. Free preview days were held for some of our fitness classes with the intent to help increase participation numbers.
- Hired new Recreation Supervisor in July – Jenny Hammes started the first week in August. Management staff provided training which has been ongoing as well. She was able to work with our interim supervisor for two weeks learning about pool operations and leagues. Legion and VFW Pools were closed on August 23rd.
- Staff covered with the departure of the part-time recreation secretary in later July. Decided to advertise for position in mid-September with interviews scheduled in October. Advertised and hired for new part-time maintenance custodian for Community Center. Staff also advertised and hired for many seasonal part-time staff for Kidz Zone, Youth Activity instructors, Fitness, Water Aerobics & Swim instructors, Flag Football Officials, Basketball Officials & Scorekeepers.
- Completed 2016 Community Center budget.
- Fall adult softball is running at VFW Park with 8 teams; adult basketball registration started in September. Staff was busy accepting class registrations and preparing for the start of all Fall programs. .
- Summer Day Camp completed its 8th year. 683 seats were filled of the available 764 seats (15 less than last year). This summer we saw more competition with specialty camps (sports and BOLD/DARE held at SNC). Several campers aged out of the program but many newer younger families have enrolled. Many campers signed up for fewer weeks this summer (ie: summer school weeks/random theme weeks). Some campers participated in swimming lessons during camp time. The Brown County Bookmobile visited west side of camp 5 times during the summer while the east side participated in the Super Summer Reading Program at Legion Pool on Tuesdays. The East side ran for 9 weeks to compensate for the Unified District's late last day of school date and will follow that format for summer 2016. Both sides of camp had approximately 45-50% of campers participate in summer school classes.
- Kidz Zone has several new families this year; many are from Our Lady of Lourdes. Several students have "graduated out" of the program. Numbers are a bit lower this year, staffing has been adjusted accordingly. Our Lady of Lourdes (GRACE System Calendar) has a few different early release days/days off from the West De Pere calendar. They are being very gracious about letting us hold Kidz Zone at OLOL on those days. The first early release day was September 25th, which was for West De Pere District students. The collaborative agreements with the Unified School District and Our Lady of Lourdes School/Parish are up for review and renewal. Each entity has requested one year renewals. Staff will be working on getting new and updated agreements in place over the upcoming months.
- Despite Notre Dame's attempt and ours, we have not been able to get the Kidz Zone East program up and running. Two people registered but we need a minimum of 13 for the program to go. Staff will pursue the possibility of allowing Dickinson students to attend which may help with numbers. We are going to try again in January but if this does not get up and running a new collaborative agreement will need to be executed as the current one will expire.
- Sold a total of 720 discounted tickets this year through the WPRA Ticket Program, which is down by 91 tickets from last year. The department made \$540 by participating in this program.
- Started working on the new Winter/Spring 2015-16 Brochure and completed Profit/Loss Reports for summer programs.
- Congregate meal participation has increased 10% this last quarter. More programs are being offered around the meal time encouraging people to stay and eat a nutritious meal. Worked in cooperation with the Aging and Disability Resource Center to offer a 6-week Living Well with Chronic Conditions class.
- Recreation Superintendent attended NRPA Congress in Nevada; Senior Program Coordinator attended quarterly nutrition program meetings.
- Replaced counter tops in lower level kitchen and repaired ledges and sills around facility.

During the 4th quarter, staff will continue to oversee fall recreation classes, special events & workshops; finalize design of Winter/Spring brochure and postcards; distribute postcards to all City of De Pere households, enter all winter & spring classes into ActiveNet and Access, take registrations; interview, hire and train new part-time recreation secretary; continue training new Recreation Supervisor; some staff will attend WPRA Conference, Recreation Superintendent will cover Parks & Building Maintenance operations during this time; order costumes/supplies for pom & dance and twirling classes; hold Kids Day Out Camps; determine 2016 Summer Camp themes & design/publicize flyers for summer day camps; hold parties and special events for the holidays; complete P/L's for fall programs; prepare for seasonal hiring process; bring forward cooperative agreements with

the school districts for approval; pursue East side Kidz Zone Program; review policies/procedures for uniformity for all recreation division; increase all fees by 5%, update information and notify user groups for increased rental/storage fees; start performance review process.

Respectfully submitted by: *Paula Rahn, Community Center Manager*

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approval to apply for NRDA Grants.*

Issue: Staff would like to obtain approval in submitting grant applications to the National Resource Damage Assessment Fund.

Summary: We have been in discussions with a representative from the US Fish and Wildlife with regard to submitting for NRDA funding for projects associated with use of the Fox River. In talking with the representative, we do not know the amount of money available as well as any criteria for matching funds. We have been asked to submit a list of projects along with their priorities. Staff has developed the below list of projects and what how we feel they are ranked.

1. Refurbish Fox Point Boat Launches. Cost \$80,000 - \$100,000.
 - a. Replace wooden boards with recycled boards, and refurbish floats and framing
2. Install Education Kiosks (2) along Riverwalk. Cost \$40,000
 - a. Outdoor electronic kiosks highlighting wildlife and history of area
3. Expansion of Bomier Boat Launch. Cost \$350,000
 - a. Expanded parking lot, improvements to launch
4. Installation of canoe/kayak launch. Cost \$20,000
 - a. Location to be determined.
5. Installation of webcams for public viewing of walleye and sturgeon. Cost \$30,000 - \$40,000

Recommendation: Staff would like the Common Council approve the priorities as well as recommend to City Council the submitting of grant applications to NRDA.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Approve lease amendment for Humana Sports Park.*

In discussing with Humana, they have offered to renew our current lease for an additional year. Staff recommends approving the amendment and forwarding to City Council.

ATTACHMENTS:

- B01002_2000838 Green Bay WI - PE Sixth Amendment (PDF)

SIXTH AMENDMENT TO LEASE

THIS AGREEMENT is executed this ____ day of _____, 2015 by and between CITY OF DE PERE, a Wisconsin Municipal Corporation ("City"), and HUMANA INSURANCE COMPANY, a Wisconsin corporation f/k/a EMPLOYERS HEALTH INSURANCE COMPANY ("Humana").

WITNESSETH

WHEREAS, pursuant to that certain Lease Agreement, City is currently leasing from Humana, 22 acres located at 1100 Employers Boulevard, City of De Pere, Brown County, Wisconsin, Humana desires to extend the Term of the Lease Agreement for a period of Twelve (12) months, and the City has agree to such extension on the terms and conditions contained herein.

WHEREAS, the Lease made by and between the parties will expire on September 30, 2015, and the parties are desirous of extending the term thereof.

NOW, THEREFORE, for valuable and other good consideration, the receipt and sufficiency, of which is hereby acknowledged and the promises and covenants herein contained, it is mutually agreed as follows:

1. The above recitals are true and correct and are hereby incorporated in this Fourth Amendment as if set forth herein at length. Any and all capitalized terms not defined herein shall have the definitions set forth in the Lease.
2. The term of the Lease shall be extended for a period of Twelve (12) months to commence on October 1st, 2015 and to expire on September 30th, 2016.
3. The Lease may be terminated by either party upon thirty (30) days written notice.
4. The City shall keep the park in good condition in accordance with the maintenance schedule contained in Exhibit A attached hereto.
5. All other provisions, terms and conditions of the Lease shall remain in full force and effect throughout the extension period as identified herein.

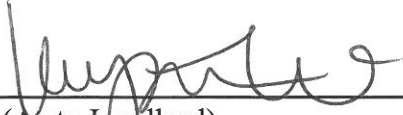
-- SIGNATURE PAGE TO FOLLOW --

- 2 -

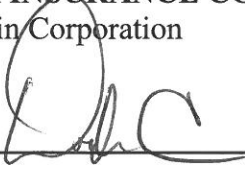
IN WITNESS WHEREOF, the parties have executed this Amendment to Lease and delivered this agreement as the date first above written.

AGREED AND ACCEPTED:

Witness:


 (As to Landlord)

HUMANA
HUMANA INSURANCE COMPANY
 A Wisconsin Corporation


 By: Douglas A. Edwards
 Its: Director, Workplace Solutions

CITY
CITY OF DE PERE
 A Wisconsin Municipal Corporation

 (As to Tenant)

 By: _____
 Its: _____

Attachment: B01002_2000838 Green Bay WI - PE Sixth Amendment (3985 : Approve lease amendment for Humana Sports Park.*)

EXHIBIT A
Maintenance Schedule

- General mowing – 1x/week
- Mowing of all ball fields – 1x/week
- Trimming – 1x/every two weeks
- Ball diamond grooming – 1x/week. Daily if active.
- Bathroom maintenance – 1x/week. Daily if active.

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Budget

City of De Pere, Wisconsin

**Request For Board of Park Commissioners Action**

MEETING DATE: October 15, 2015

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Jim Martin Park Update
